

Arizona Department of Education



Tom Horne
Superintendent of
Public Instruction

School Improvement Newsletter

Educators working together to make a difference

Click It Resources

Arizona Department of Education

www.ade.az.gov/

ADE Calendar of Events

www.ade.az.gov/online/registration/calendar/RenderCalendar.asp

AIMS High School Sample Test

www.ade.az.gov/standards/HSSampleTestFinal.pdf

AIMS Blueprints

www.ade.az.gov/standards/aims/blueprints/default.asp

AIMS Student Guides

www.ade.az.gov/standards/aims/2004Guides/Default.asp

AIMS Sample Tests

www.ade.az.gov/standards/aims/SampleTests/Default.asp

AIMS Released Items

www.ade.az.gov/standards/aims/ReleasedItems/Default.asp

AZ Standards/Terra Nova

www.ctb.com/ncmedia/2826/AZ_Standards_match_to_TerraNova.pdf

AZ Math Standards/Terra Nova

www.ctb.com/ncmedia/2540/MHPD_to_AZ_Standards.pdf

CTB Writing Roadmap/AZ Standards

www.ctb.com/ncmedia/2525/CTB_rubrics_vs_AZ_rubrics.pdf

Best Practices

<http://www.ade.state.az.us/school/effectiveness/assi/>

Six Traits Writing

<http://www.ade.az.gov/sbti/6traits/#Downloads>

AIMS Practice Tests

<http://www.ideal.ade.az.gov/>

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Effective Staff Meeting Tips

Here are some tips to help in creating effective staff meetings.

- The staff meeting is not a time to pass along information which can be communicated via a memo to teachers and staff.
- Give notice and respect time.
- Print and distribute the agenda in advance.
- Feed them. As Neila Connors once said, "If you don't feed the teachers they eat the students." Connors, Neila (2000), Incentive Publications, Inc., Nashville, TN
- Focus on student achievement.
- Invite and expect participation. Ask teachers to either run the entire meeting or portions of it. This helps in cultivating teacher leaders.
- Mix it up. Have teachers work in small groups apart from their grade-level buddies.
- Share and celebrate the positives. Ask staff members to share something positive about a child, a lesson, or themselves.

- Ask for problems, find solutions. Ask for concerns, complaints, and solutions - solutions being the key component.
- Invite everyone. Ask the superintendent/district office personnel to stop in once in awhile along with the secretary, custodians, kitchen staff, bus drivers, and support staff.
- Have fun. Find a way to recognize staff and honor the work they do on behalf of children.

--Million, June, NAESP Director of Public Information, *Perk Up Staff Meetings*, Communicator, National Association of Elementary School Principals Monthly Newsletter, March 2005, v28, No.7, p5-6.

Links to *Standards & Rubrics for School Improvement* 1 Leadership and 4 School Culture, Climate, and Communication



How to Use Data to Guide Instructional Decisions

Lee Jenkins at the recent, "Getting Results: Advancing the Proficiency of All Learners" Workshop, offered some valuable concepts on data use which are worthy of reflection.

- Ask "Why?" at least 5 times to search out causes.
- It only takes one example contrary to a theory to require that you revisit the theory.
- It is not the responsibility of teachers to motivate students but to determine what is causing them to lose their motivation and stop

such practices.

- Effective use of data requires the study of patterns and trends, not merely two data points.

--Lee Jenkins, "How to Use Data to Guide Instructional Decisions," 2.10.2005, Phoenix, AZ

Links to *Standards and Rubrics for School Improvement* Standards1 Leadership and 3 Classroom and School Assessments

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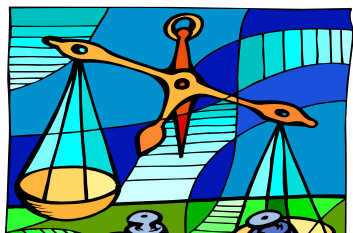
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Improving Systems Performance: Organizational Best Practices

The question of how school improvement efforts are sustained and systemic is a pertinent one. The notion of system-wide best practices is equally important as those efforts that are directed at the classroom and building level.

In a recent North Central Association Commission on Accreditation and School Improvement (NCA CASI) e-news article Jim Shipley & Associates in collaboration with NCA CASI provide a detailed list of Organizational Best Practices drawn from "high performing districts that have managed to sustain lasting improvement through a systemic approach". It was found that these districts "share similar beliefs and behaviors." Efforts to integrate these practices as part of the system's daily operations are viewed as essential to moving to and sustaining high performance.

These best practices have been captured and adapted from Malcom Baldrige research and work.

Visionary Leadership

- There is clear direction about creating a student-focused, learning-oriented climate.

Learning-Centered Education

- The organization emphasizes active student learning with students taking responsibility for the management of the learning process.

Organization and Personal Learning

- The organization has a well-executed approach to continual improvement that engages faculty, staff, students, parents, and other stakeholders as full participants in learning and as contributors to the improvement processes.

Valuing Faculty, Staff, Students, and Partners

- The organization commits to faculty, staff, and partner satisfaction, development, and well-being.

Agility

- The organization is able to deliver fast and flexible responses to meet the needs of customers, students, and stakeholders.

Focus on the Future

- Planning is anticipatory and attuned to factors such as current best practices, available resources, technology, community issues, and demographics.

Managing for Innovation

- Innovation is part of the daily work culture for faculty, staff, and students.

Management by Fact

- Decisions are made based upon sound information, data, and analysis.

Social Responsibility

- The organization serves as a powerful role model for the entire school community. Civility and high ethical standards are stressed.

Focus on Results and Creating Value

- The organization focuses on performance results which reflect and balance the needs and interests of students and all stakeholders.

Systems Perspective

- There is a big picture perspective which builds strategic linkages to all components of the organization.

--Jim Shipley and Associates, (2005), "A Systems Approach to School Improvement Orientation," NCA CASI e-News, February 2005, Volume 3 Number 4, Improving System Performance, retrieved from www.ncacasi.org on 3.17.2005.

Links to *Standards and Rubrics for School Improvement*
Standards 1 Leadership and 4 School Culture, Climate, and Communication

AIMS Writing Anchor Sets can be accessed by clicking on the link below:
<http://www.ade.az.gov/standards/aims/sampletests/6trait/Default.asp>

Science and Mathematics Academies Scheduled for Summer 2005

AZ Counts (Best Practices Academy): June 15-17, 2005

Hilton Tucson El Conquistador, 10000 North Oracle Rd., Tucson, AZ 85737 (520-544-5000)

Math/Science Academy: July 11-14, 2005

Black Canyon Conference Center, 9440 North 25th Avenue, Phoenix, AZ 85021 (602-944-0569)

Please REGISTER @: <http://www.ade.state.az.us/onlineregistration/calendar/RenderCalendar.asp>